

MERCURY CONTROL TECHNOLOGY R&D PROGRAM REVIEW MEETING

SPEAKER INSTRUCTIONS

In preparation for the meeting we would like to have the following items from all speakers by **July 28**:

1. **Abstract** -- Please provide a one-page summary to be included in the conference handouts.
2. **Speaker Acknowledgment** -- The Copyright License Agreement portion must be signed before we post your presentation on the internet.
3. **Request for Patent Clearance** -- This form pertains to you if you will be presenting the results of research conducted in whole, or in part, using Federal Government funds. If this form does not pertain to you and the work you are presenting, please put N/A in the block labeled Contract No., then sign and date the form.
4. **Registration Form and Payment** -- All attendees, including speakers must complete a registration form.
5. **Electronic Version of Your Presentation** -- Please provide an electronic version of your presentation to Joan Barbish prior to August 12. The presentations will be compiled and posted on the internet following the meeting.

If you have any questions, contact Joan Barbish at 412-386-4933.